

Staff Summary Report



Council Meeting Date: 07/17/03

Agenda Item Number: 54

SUBJECT: Approval of a Resolution establishing fees for Parks and Recreation programs and services.

DOCUMENT NAME: 20030717csmr03 **MISCELLANEOUS FEES (0210-05) RESOLUTION No. 2003.50**

SUPPORTING DOCS: No

COMMENTS: This is for the adoption of Resolution 2003.50, which shall replace Resolution 87.27 and establish policy guidelines for fees for Parks and Recreation programs and services.

PREPARED BY: Mark Richwine, Parks and Recreation Director, 480-350-5325

REVIEWED BY: Tom Canasi, Community Services Manager, 480-350-5305

LEGAL REVIEW BY: Ron Dunham, Assistant City Attorney, 480-350-8814

FISCAL NOTE: There will be no adverse fiscal impact as a result of the change to the fee policy.

RECOMMENDATION: Staff recommends the approval of the resolution.

ADDITIONAL INFO: The City of Tempe adopted a fee policy for Parks and Recreation programs and services through Resolution 87.27. The policy has been used to set fees for the past 17 years. Within the goals and objectives of the Council Cultural and Community Programs Committee was a review of policies relative to fees for Community Service Programs.

The Committee has reviewed the replacement resolution and has recommended its approval. In addition, per Council direction, the proposed resolution and policy change has been reviewed by the Council Finance and Diversity Committee, which has recommended adoption of the new resolution.

Program participation fees may increase slightly under this resolution but will not exceed a 10% increase in any fiscal year. The department shall maintain the current policy of fee assistance or fee waivers for all participants that express a need.

RESOLUTION 2003.50

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPE, ARIZONA, DECLARING CITY POLICY FOR ESTABLISHING FEES IN THE PARKS AND RECREATION PROGRAM

WHEREAS, the City of Tempe has an established parks and recreation program for its citizens,
and

WHEREAS, as part of this program, certain recreational fees must be charged in order to
recover costs and provide the service and

WHEREAS, the City Council has considered a policy for charging fees that is based on
program cost and the type of person receiving the service and

WHEREAS, this fee policy has generated several program categories with associated formulas
for cost recovery ranging from 0%-100% recovery of eligible costs and

WHEREAS, the City Council has previously adopted Resolution 87.27 which has established
fees for parks and recreation programs

NOW, THEREFORE be it resolved that the City Council of the City of Tempe adopts
Resolution 2003.50 which shall replace Resolution 87.27 and set policy for establishing fees in the
parks and recreation program as follows:

A. **Basic Service Category** — No fee or a minimal fee is charged in this category if:

- (1) Impractical (administratively difficult to assess and collect a fee)
- (2) The event is a Tempe school function (i.e. tournament)

B. **Recreation Program Category**

Fees in this category are based on a percentage of recovery of direct program operational costs.
Eligible costs include personnel, materials, supplies, fees and services budgeted for and related
to operating the program. The percentage of recovery of direct program costs is by
classification of user groups as follows:

Adult programs	100% Cost Recovery
Youth programs	50% Cost Recovery
Senior programs	50% Cost Recovery
All KRC classes/programs	100% Cost Recovery
Disabled programs	See Below

When a program is specifically designated for the disabled, the fee will be based on that of
other comparable programs offered within the department.

Fees are computed based upon a minimum enrollment and/or previous enrollment history for classes and/or programs whichever is applicable.

Non-Residents are allowed to participate in all City of Tempe programs, however, residents will be given first preference for registration.

C. **Specialized Programs**

This category would be those programs that are highly specialized in nature requiring a contract, agreement, or special payment to highly specialized instructors/providers. All fees in this category must recover 100% of direct program operational costs based on a minimum enrollment.

Examples of these programs include: sports camps, scuba diving, any program requiring highly specialized instruction.

D. **Facilities**

Facility fees can be changed only by Council authorization as presented by staff recommendation.